

**POSITION TITLE: BUDGET TECHNICIAN**

**ANNOUNCEMENT DATE:** 28-Nov-01

**ANNOUNCEMENT NUMBER:** SE0561

01OCT6M342608T016076-Special Recruitment Flyer

**OPENING DATE:** 30-Nov-01

**CLOSING DATE:** 12/07/2001

**DELETE BY DATE:** 08-Dec-01

**LOCATION OF REQUESTING ORGANIZATION:**

Career Management Site, Resource Management/Operations Division, Mechanicsburg, Pennsylvania

**REGION:** SOUTHEAST

**PAY PLAN:** GS

**FEDERAL JOB SERIES:** 0561

**GRADE:** 06/07

**DUTIES:**

Principle responsibilities of the position are to provide, execute and administer a centralized travel funding process and directly support overall budget transaction, analysis and administrative functions.

**SPECIAL REQUIREMENTS:**

**QUALIFICATIONS:**

**KNOWLEDGE, SKILLS, ABILITIES:**

**SUBSTITUTIONS of EDUCATION for EXPERIENCE:**

**WHO MAY APPLY:**

Visit [www.donhr.navy.mil/Jobs/CategoryDefinitions.asp](http://www.donhr.navy.mil/Jobs/CategoryDefinitions.asp) for a list of definitions on the following hiring categories. Current Federal employees in the Mechanicsburg Pennsylvania commuting area. Upon request by HRSC-SE, you must be able to provide documentation to support your appointability.

**DISPLACED FEDERAL EMPLOYEES:**

**EVALUATION METHOD:**

**HOW TO APPLY:**

Apply under announcement SE0561. That announcement contains specific instructions on how to apply.

**FORMS REQUIRED:**

Typed Resume and Southeast Additional Data Sheet.

**AREA OF CONSIDERATION:**

**Current Federal employees in the Mechanicsburg Pennsylvania commuting area.**

**INQUIRIES:**

**NOTES:**

This is a career flyer to promote a specific vacancy at the activity listed above. In order to be considered, applicants should apply to the Job Opportunity Announcement SE0561, which contains specific instructions on "How to Apply."

**OTHER INFORMATION:**

The Department of Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status,

**political affiliation, sexual orientation, or any other non-merit factor.**

**The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact the Equal Employment Opportunity staff at HRSC Southeast (228) 813-1035, DSN: 446-1035 to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case-by-case basis.**